

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
MONDAY, APRIL 2, 2012
6:00P.M.**

1. OPENING

1.1.1 Call to Order

Council President Porter called the meeting to order at 6:10p.m.

1.1.2 Roll Call

Present: Mayor Eugene Grant (Late), Councilmember Darrell Hardy, Councilmember Johnie L. Higgs, Sr., Councilmember Kelly Porter, Councilmember Gerald R. Raynor, Sr., Councilmember Elenora Simms, Councilmember Aretha Stephenson (Excused), Councilmember Reveral Yeargin (Excused)

Staff: Robert Ashton, City Treasurer, Laruen Hayes, Human Resources Officer, Vincent Jones, City Administrator, Dashaun N. Lanham, City Clerk, Samuel Prue, Chief of Police

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Councilmember Higgs

1.1.4. Approval of Agenda

It was motioned by Councilmember Higgs and seconded by Councilmember Hardy to approve the agenda. The motion carried.

2. PRESENTATIONS:

2.1. Mayor Eugene W. Grant-Presentation of FY2013 Proposed Budget

- Mayor Grant stated that he wanted to give the Council some information on how the proposed budget was approached this year. He stated that from the information presented by the City Treasurer the budget was going to be reduced by 10%.
- This year the City Administrator and City Treasurer pulled together the Department Heads in the weekly meetings to discuss the meaning of revenue. The purpose was to give them an understanding of the percentage of monies that come from property taxes. The explanation was about the funds that can be used from the Camera money.

- We had requested each Department Head to cut their budgets by 10% and present it to Mayor Grant at their weekly staff meeting. They did not take away the entire recommended budget cuts.
- Mayor Grant thanked the City Council for the strategic plan, as it was very helpful. They have inserted some of the information into the budget.
- The budget was decreased by \$326, 615 and the total proposed budget is \$3,505.093.
- Mayor Grant requested the City Administrator to present the FY2013 Proposed Budget to the City Council.
- Mr. Ashton stated that the decrease is reflected in the declined in the values of the property in the City of Seat Pleasant.
- The Real Property reflects a third of the City Budget and the proposed budget was \$1,205,507
- Personal Property Tax will remain the same as \$1, 044,071. The real property projections are \$ 2,338,564
- The license and permits will remain the same as \$61,700. We have projected a slight decrease in the grants to \$511,842. The copier and notary fees are expected to be \$400. Special trash will be the same.
- They are projecting the Fines and Forfeitures to increase to \$411,000, the interest on the bank account is very low, which is the same \$22,000. Vending machines are expected to increase to \$700.
- We will not need to hold a Constant Yield Hearing due to the decline.
- Mayor Grant stated that they are hopeful that the decrease will not be as much.
- Mayor Grant stated that we will not be increasing the property taxes. Mayor Grant stated that we are not laying off any employees and furloughing the employees.
- Mayor Grant stated that they are recommending that any vacancy not be filled. This will be a saving of \$195,000
- They have included a \$500 bonus in lieu of raises. This was a recommendation from Mr. Jones following what the County. There are two employees that will not receive the bonus.
- They are increasing the salaries for two public works employees and they will not be receiving the bonus.
- Mayor Grant stated that he has put a request for an Assistant. He stated that his office is doing a lot of work.
- They have heard the concerns of the Councilmember's. They will be doing a special project for the Police Department to do overtime in the hot spot areas

in the City. The monies will be deducted from the Speed Camera monies as it deals with public safety.

- Capital Projects is new to the budget and something that he wanted to do for some time. They have taken them out of the budget and separated them and they are not necessarily funded. They are to be funded based on how the revenues filter into the city. We will make budget adjustments to fulfill some of the areas.
- Mayor Grant identified some of the projects in the Capital Improvement budget.
- They have created a Central Store for purchasing and ordering supplies. They believe they will save a considerable amount of money and crack down on abuse on taxpayer's money.
- The consumable supplies line will be in each department budget, but it will be tracked by the City Treasurer and Administrative Assistant to the City Administrator.
- Councilmember Higgs asked for clarity on the Central Store regarding the control of the purchase. Mayor Grant stated that the store will be restocked every three months. When the Department has a need they will write up the purchase requisition and submit it to Ms. Rhoda.
- Mayor Grant stated that our budget may reflect the money, but the bank account does not necessarily show those monies. The City's primary responsibility is to meet payroll.
- Councilman Porter stated that the presentation of the budget was well handled. He thanked the team for their hard work.

3. LEGISLATION

- Resolution R-12-14 Approval of Section 125-Cafeteria Plan. It was motioned by Councilmember Simms and seconded by Councilmember Hardy to approve Resolution R-12-14. The motion carried.
- FOR: Hardy, Higgs, Porter, Raynor, Simms
- AGAINST: None
- ABSTAIN: None
- Ordinance O-12-13 FY2011-2012 Budget Amendment for Maryland Energy Lighting Grant. Ordinance O-12-13 was introduced by the City Council on Monday, April 2, 2012 and the first reading was concluded.

4. REPORTS

4.1. Mayor's Report:

- Mayor Grant stated that his report is very brief tonight. The most important presentation was on the budget.
- Mayor Grant stated that he would like to encourage the Council to have another meeting without Ms. Rhim on the strategic plan. This meeting will be to allow Councilmember Higgs and Councilmember Hardy to have input.
- He stated that the response from the Legislative Breakfast have not been very responsive.
- He stated that the Park & Planning and the States Attorney office are the only offices that are responding to the packet.
- He stated we have not received any feedback from the County Executive Office, State Senator or State Delegates.
- He stated that we expect common courtesy from the officials. He feels that it is unacceptable. He stated that we need to have some serious conversation with them.
- He stated that they will be coming to us in two years for our vote of support. He stated that we have sent letters, e-mail and telephone calls to each of them.
- We need them to partner with us to find resources. We are not expecting them to provide us with everything.
- Mayor Grant stated that we need to ask them as diplomatically as possible as to why they have not responded to our needs.
- Mayor Grant stated that he had received an e-mail with concerns regarding the old police lot. He stated that he had not had the opportunity to talk to Mr. Jones regarding the e-mail. He stated that the e-mail had requested for the lot to be repaved and cleaned of debris.
- Mayor Grant stated that the Autism Conference will be held on Saturday, April 14, 2012. He has requested that the City Council let the City Clerk know if they are interested in attending so they can be registered.
- He stated that they have over one hundred registrants. He stated that autism used to be 1 and every 10 now it is 1 and every 88.
- He stated that the police department in Colorado had murdered a person with special needs.
- Seat Pleasant Day is coming up and the Health Summit is coming up next month. We have thirty students from Central and Fairmont Heights High

School and fifty adults to participate in the Health Summit. This year it will be focused on Diabetes.

- He stated that we had an excellent event here last Saturday on Kidney Awareness. Councilman Raynor participated. He stated that we did get another resident to join the UMD Health Partnership. He stated that the desire is to have more residents participate. He stated that down the line when he is no longer Mayor the partnership could bring money into the City.

4.2. City Administrator Report:

- Mr. Jones stated that he had a couple of updates for the Council. He stated that the staff had been working on Seat Pleasant Day since the end of January.
- He stated that we have WPGC Street Team to participate, The Ultimate Cars and Flowers High School.
- He stated that the deadline of April 13, 2012
- Comcast would like for the City to have a Public Hearing on Cable. They would like for the hearing to be held by the end of April. This will assist them in assessing the needs.
- Mr. Jones stated that we can combine the Public Hearing with another meeting or Public Hearing for the same day.
- We had received a response from McDonald's on the last meeting. They had stated that they cannot move the doors. They stated that they can put up a sign stating the spaces are reserved for Senior without a handicap sign.
- They have stated that they can have their delivery times set as non- peak hours.
- Councilman Porter stated that he would like to see development and would like to see a fantastic McDonald's. He stated that he is opposed to the positioning of the doors in the front of the building.
- Councilwoman Simms stated that she has concerns about the parking spaces for the seniors.
- Mayor Grant asked for clarity on the designation of the parking spot or two for the Senior Citizen. He is confused on how they will enforce the parking spaces without the signs.
- Councilman Raynor stated that he believes they are trying to maintain the same number of spaces for handicapped that they currently have on the site.
- Councilman Porter stated that they are only concerned with the traffic passing through. They are not concerned about the foot traffic. They are not concerned about the aesthetic of the City or the safety of the residents.
- Councilman Porter stated that he will address his concerns in the letter. He stated that his interest is to have something look nice when you enter into the City.

- Mr. Jones stated that they did address the concerns on the façade. He stated that they are making the building look like brick stone.
- Mr. Jones stated that Ms. Hayes will be out for the next two weeks on medical leave after tomorrow, April 3, 2012.
- The hearing for McDonald's will be held on May 13, 2012

Council Committee Reports:

- 4.3c. Government Affairs & Technology Committee met to review the job description for the City employees. She has requested that any concerns be addressed to Ms. Hayes, Human Resources Office.
- 4.3f Public Works & Transportation met on Thursday, March 29, 2012 met and discussed the re-appropriation funds for tree removal, radios, call-a-bus and street sweeping signs.
- He stated that the committee is asking for the support of the council on the approval of the re-appropriation of the funds from the Engineer Fund.
- The placement of the signs will be on existing poles for the signs
- Councilmember Higgs stated that he is asking for permission to have the monies re-appropriated.
- Councilwoman Simms wanted to know if the schedule has been developed and when will residents be notified and if there will be fines for non-compliance.
- Mayor Grant stated that they have come up with a comprehensive way to notify the residents. They will put it in the newsletter and create door hangers, which will be same color of the signs.
- Mayor Grant stated that the Public Safety Committee had discussed the schedule of the code enforcement officer working evening and week-ends. This will allow them to meet and speak to the residents about their concerns. He stated that they would like to work with the residents.
- Councilman Porter stated that he is concerned about residents that do not have a drive way or the ability to move their cars. Councilmember Higgs stated that it was suggested that they will do one side of the street on different days.
- Mr. Jones stated that they were expecting to come back at the Regular Work Session next month for the budget amendment.

5. NEW BUSINESS

5.1. City Election Voting Location

- Councilman Porter stated they have no other location to hold the election, but at the Seat Pleasant City Hall in the Council Chambers.

- The City Clerk will notify the Board of Elections on tomorrow, Tuesday, April 3, 2012 of the location.

5.2. Discussion of Setting Dates for Departmental budget Presentation

- Mr. Jones stated that he was requesting that Department Heads present the budget to the Council on April 10-April 12, 2012.
- Mayor Grant stated that the Council could review the budget and submit any questions to the City Clerk.
- Councilmember Porter recommended Tuesday, April 10, 2012 from 5:30pm-8:30pm and Wednesday, April 11, 2012 from 5:30pm-8:30pm.

5.3. Rally in Seat Pleasant for Trayvon Martin

- Councilman Raynor wanted to know if the City would be interested in having a rally for Trayvon Martin.
- Councilman Porter stated that it is a lot involved in pulling a rally together.
- Councilman Raynor stated that this is very important to him just as the autism.
- Councilwoman Simms wanted to know if he could work with the C-Safe person to assist with putting the rally together. She stated that we could pull it together with Fairmount Heights and Capitol Heights.
- Councilman Raynor stated that he would put something together and submit it to the Council.
- Councilman Porter has requested that the City Administrator check with LGIT on any liabilities for a Rally.

5.4. Use of Council Chambers

- Councilwoman Simms stated that she was hoping that Councilman Yeargin was present to discuss his request to use Council Chambers for his book signing.
- She stated that the Ethics Ordinance does not permit use to do anything for personal gain. She had requested that the City read Statement of Policy section C, which prohibits an elected official or employee to have anything for personal gain.
- Councilmember Higgs stated that when the request was first sent he was excited for his colleague. He stated that he was in support of the request beforehand. However, after hearing and reviewing the Ethics Code, he feels that it would be best if he found another location.
- Councilman Porter stated that he will have a conversation with Councilman Yeargin regarding the location of the book signing.

6. UNFINISHED BUSINESS:

6.1. Discussion of Approval of Job Description

- Councilwoman Simms stated that the job descriptions were submitted to the Council. She wanted to know if the Council would like to move forward in the approval the job descriptions. She would like to have the Council approval them by legislation in the next meeting.
- Councilmember Higgs wanted to know if any changes had been made to the job descriptions.
- Councilwoman Simms stated that no changes were made to the job descriptions and they were submitted to LGIT for review and the City Attorney. She stated the Human Resources Officer had cleaned up the job descriptions.
- Councilman Porter asked the Council for their consensus on the approval of the job description.
- It was the consensus of the Council to move forward with the legislation in the next meeting.

6.2. Council and Staff Computer Class

- Councilman Porter stated that he is interested in the Council having training on the use of the computers by navigating the system.
- They are interested in knowing how to retrieve documents for the meetings.
- Mayor Grant stated that they need to ensure that the Council has the latest software.
- Mr. Jones stated that he has spoke with Azad regarding the providing the training for a low cost. However, we need to assess the needs for the training.
- Councilman Porter requested that we speak with the City Treasurer to designate funds for the training.

7. ANNOUNCEMENT

7.1. Sustainable Communities Work Group Meeting, Thursday, March 8, 2012, Sports & Learning Complex Blue Bird Room, 8001 Sheriff Road, Landover, MD from 6:30pm to 8:30pm

7.2. Kite Flying, Saturday, March 10, 2012, Goodwin Park from 11:00am-1:00pm

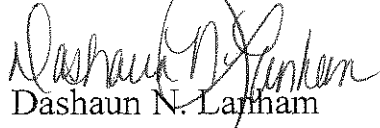
7.3. Feggans Center Redevelopment Public Hearing, Monday, April 16, 2012

7.4. FY2013 Budget Public Hearing, Monday, April 23, 2012, Seat Pleasant City Hall-Council Chambers, at 6:00pm

7.5. Ward II Crime Prevention Training, Wednesday, April 25, 2012, Pleasant Homes Community Center, 6810 Greig Street, Seat Pleasant, MD from 6:00pm-8:00pm

ADJOURN-The meeting adjourned at 8:47pm

Submitted by



Dashaun N. Lamham

City Clerk

APPROVED 05/14/12